SUMMER SESSION | Celebrating 50 1971–2021

Summer Scoop

Week of May 15 - May 19, 2023

Spring into Summer

UC San Diego Summer Session

Summer 2023 Headcount & Enrollment

Week 4: May 8 - May 12, 2023

Headcount – 11,060   Enrollment – 26,918
Waitlisted students:
    remote courses 3,034
    in-person courses 748

The ISA for changes to the Class Schedule is open to help departments with increasing enrollments to meet student demand for courses.

You can check out the enrollment and waitlist data yourself via the Summer Tableau Dashboard! Log in to Summer Session Tableau Dashboard with your active directory credentials.

Summer Session 2023 Enrollment Kickoff Meeting: This Wednesday

The Summer Session office will be hosting a meeting this Wednesday, May 17 to give an overview of the next steps and things to watch out for now that Summer Session enrollment has officially opened for 2023. In a constantly changing landscape, the Summer Session office is here to support and guide programming.

Meeting Details:

- Date: Wednesday, May 17
- Time: 11am to 12pm
- Zoom registration link: https://ucsd.zoom.us/meeting/register/tJIudOCvrz0pG9X51kj-eD0zxsDdYOADhmu4

Please be sure to send at least one representative from your unit. If you cannot attend this session and are interested in a makeup session, please send an email to Matt Sapien at msapien@ucsd.edu.

Waitlist Management - Summer Session 2023

https://summersession.ucsd.edu/_files/course-scheduling-documents/Waitlist_Management_Summer_2023.pdf

As of May 15, 3,989 students are waiting to enroll in specific courses. 3,034 students are on a waitlist for a remote course. 748 students are on a waitlist for an in-person course. 207 students are on a waitlist for a hybrid course or course with unknown modality.

Here's a short list of best practices for consideration to increase enrollment to meet the needs of students on a waitlist:
Courses taught in-person instruction

1. Request a larger classroom directly with the Registrar.

    - - - If the course is scheduled in a general use classroom (Registrar) – an increase of 10% is allowed without notice.
    - - - If the course is scheduled in departmental space, an increase is allowed without notice.

2. Add additional sections of the course in ISA (Instructional Scheduling Assistant).

3. Add more courses of related interest in ISA.

4. Change modality from face to face to Remote Instruction, if classroom space is not available.

Courses taught Remote instruction

1. Increase the enrollment limit in ISIS (Integrated Student Information System).

2. Add additional sections of the course in ISA.

3. Add more courses of related interest in ISA.

Summer Session Annual Workflow

October	November	December	January	February	March
Reconciliation of accounts

Data reporting continues | Call for Course Proposals

Course proposals due

Summer Session kickoff meeting | Training: How to hire Summer Instructors

Summer Session Advisory Committee meeting

Preview of Classes posted | Approved courses scheduled within ISA

Schedule builds due to Registrar via ISA | Classroom assignment s as needed

Faculty teaching appointment letters sent out

Approved courses set up in ISIS | Schedule of Classes available on TritonLink |

April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists

Student fees assessed | Tuition & fees due | Session 1 classes begin

Students: Add/drop classes

Tuition & fees due | Session 2 classes begin

Faculty Pay Date (Session 1) | Sessions end

Reporting begins

Faculty Pay Date (Session 2) |

Resources for Summer Session instructors:

2023 Guidebook

The 2023 Guidebook contains policies and procedures pertaining to Summer Session instruction.

Engaged Teaching Hub

All Summer Session instructors are eligible for services at the Engaged Teaching Hub at the Teaching + Learning Commons

ENGAGED TEACHING
TEACHING + LEARNING commons

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